



HIEMA

REQUEST FOR PUBLIC ASSISTANCE in FEMA's GRANTS PORTAL – GUIDANCE

Entities are encouraged to submit a Request for Public Assistance (RPA) to the Federal Emergency Management Agency (FEMA) even if the extent of damage is unclear. Submitting an RPA is the first step in FEMA's evaluation process to determine if the entity is eligible to receive reimbursement for costs relating to damage and impacts from a presidential declaration. It is not guaranteed that all entities who submit an RPA will be eligible for PA funding.

Local and State Government entities and Private-Non-Profit that have previously applied for Public Assistance (PA) should already have an existing account. Go to the following link to login and submit the Request for Public Assistance (RPA):

<https://grantee.fema.gov/>

For Government and Private-Non-Profit entities that have not applied for FEMA's Public Assistance before, click on the following link and follow the steps for creating an account:

<https://grantee.fema.gov/>

⚠ This Portal Is for Governments and Non-Profits Use Only

Governments and non-profits needing an account should contact their organization or **Recipient (fema.gov help)**.

Individuals looking for Individual Assistance, please visit **disasterassistance.gov** for assistance.

Businesses looking for assistance should visit the **Small Business Administration's disaster assistance website**.

⚠ Beginning March 8, 2026, all Grants Portal (GP) users must sign in using Login.gov. Users must have an active GP account and a Login.gov account that uses their primary GP email address. For assistance with Login.gov, go to <https://www.login.gov/contact/>

LOGIN.GOV

Users Login.gov email address must match Grants Portal email address. If you have an existing Login.gov account with a different email address, you may either create a second account with your Grants Portal email or change your Login.gov email to your Grants Portal email. Additional information is available at <https://www.login.gov/help/>.

Log In With Login.Gov

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HAWAI'I EMERGENCY MANAGEMENT AGENCY

4204 Diamond Head Rd., Honolulu, HI 96816 | (808) 733-4300 | [READY.HAWAII.GOV](https://www.ready.hawaii.gov)

Click on “Create an account” and you will be prompted to provide your email address. Once added, click the check box and submit.

An official website of the United States government [Here's how you know](#)

LOGIN.GOV **Grants Portal**

FEMA Grants Portal - PROD is using Login.gov to allow you to sign in to your account safely and securely.

Sign in for existing users

● First time here from FEMA Grants Portal - PROD? Your old FEMA Grants Portal - PROD username and password won't work. Create a Login.gov account with the same email used previously.

Email address

Password

Show password

Enter your email and select your language preference. An email will be sent to you to continue account creation.

Create an account for new users

Enter your email address

Select your email language preference
You will receive emails from Login.gov in the language you choose.

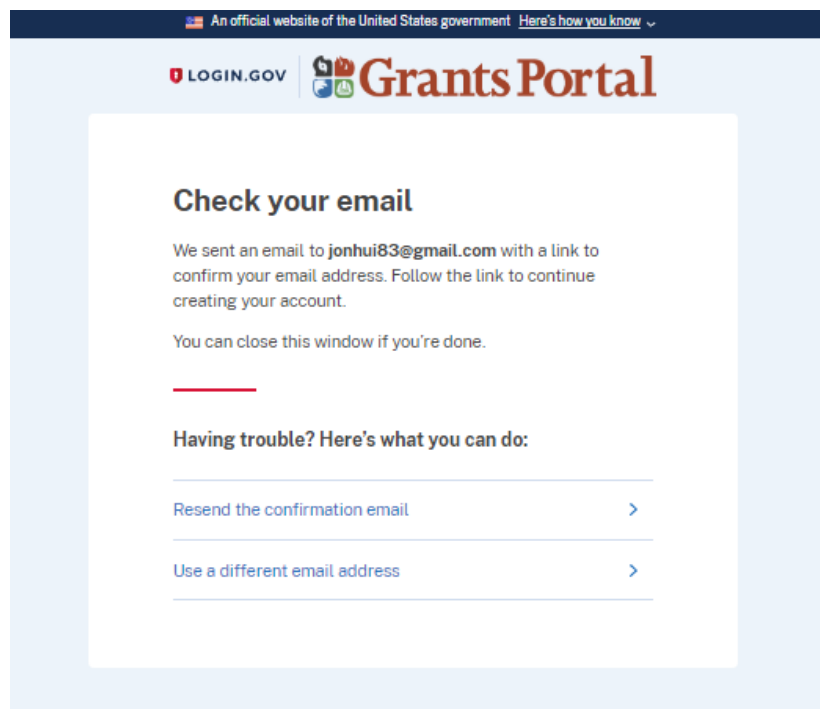
English (default)
 Español
 Français
 中文 (简体)

I read and accept the Login.gov [Rules of Use](#)

HAWAI'I EMERGENCY MANAGEMENT AGENCY

4204 Diamond Head Rd., Honolulu, HI 96816 | (808) 733-4300 | READY.HAWAII.GOV

Click on the link from Grants Portal to confirm your email address.



Additional Information

Please note that an active UEI (Unique Entity Identifier) is not required at this time. However, it will be required if you become an eligible Applicant. If your entity does not already have a UEI, you can register on SAM.gov; you must renew it annually. Obtaining a UEI can take weeks, so it is recommended that you start the process as soon as possible.

FILLING OUT THE RPA

There are three sections to complete, starting with Organization information, Contact information, and finally Location(s).

The screenshot shows the Grants Portal interface. At the top, the logo "Grants Portal" is on the left and a "? Help" link is on the right. Below the logo is a blue banner with the heading "Register Your Government or Private Non-Profit Organization for Public Assistance" and a sub-heading "Please provide the following basic information to request a Government or Private Non-Profit (PNP) organization account for FEMA Public Assistance Funding. Once completed, your account and request will be submitted to your state/territory Emergency Management representative and FEMA for review and approval." Below this banner is a progress bar with four steps: "Organization" (highlighted in blue), "Contact Info", "Locations", and "Submit". A box labeled "Section I - Organization" is overlaid on the progress bar. Below the progress bar is a light blue box with a warning icon and text: "Businesses and individuals should not attempt to register for Federal Assistance here. Please see guidance on the Grants Portal Registration Welcome Page." The main form area contains several fields: "Within which state / territory / tribe is your organization? *" with a "Select..." dropdown; "Organization Name *" with a text input field; "Organization Type *" with a "Select..." dropdown; "EIN Number *" with a text input field and a link "Get an EIN from IRS.gov"; "UEI" with a text input field and a link "Get a UEI from SAM.gov"; and "DUNS Number" with a text input field. At the bottom right of the form is a blue button labeled "PROCEED >" with a red arrow pointing to it.

Register Your Government or Private Non-Profit Organization for Public Assistance

Please provide the following basic information to request a Government or Private Non-Profit (PNP) organization account for FEMA Public Assistance Funding. Once completed, your account and request will be submitted to your state/territory Emergency Management representative and FEMA for review and approval.

- Organization
- Contact Info
- Locations
- Submit

Section II - Contact Info

To expedite your request approval process, official email addresses (.gov) and no personal email addresses should be used.

Primary Contact Info

First Name *

Last Name *

Title *

Phone Number *

Email *

Alternate Contact Info

First Name

Last Name

Title

Phone Number

Email

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PROCEED >



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- Organization
- Contact Info
- Locations
- Submit

Section III - Locations

Primary Location

Address 1 *

Address 2

City *

State * Hawaii

Zip Code *

County * Select...

Mailing Address *Only if different from the Primary Address

Address 1

Address 2

City

State Select...

Zip Code

County Select...

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PROCEED >



If you have additional questions, please contact any of the HIEMA representatives below or visit FEMA's Grants Portal Help Center website.

Grants Portal Support – Contact Information		
Peter Kawamura, Project Specialist Lead	peter.kawamura@hawaii.gov	808-983-2546
Jonathan Hui, HIEMA Project Specialist	jonathan.c.hui@hawaii.gov	808-983-2564
FEMA Grants Portal Help Center	Issues creating an account Login.gov	844-875-6446